

HFAC MEETING MINUTES
November 6, 2002 @ 1200 EDT
Conference Call

A. ROLL CALL

Members in Attendance: CAPT Jose Cuzme, Chairperson
 CAPT Douglas Ott, Vice-Chairperson
 Ms. Diane Stewart
 CDR Merritt Lake
 CAPT Paul Fardig
 Mr. Steve Christensen for Mr. Kenneth Harper
 CDR Ron Klemm for CAPT Gary McFarland
 CAPT Kerry Gragg
 CDR Darrell LaRoche

Visitors: Dennis Barber, Ray Cooke, Kevin Stover, Rick
 Boyce, Jim Crawford

B. APPROVAL OF MINUTES from September – Approved as amended

C. OLD BUSINESS

- 1) Radon – **Action Item 03-D-001: The final version will be sent to HFAC member. The membership will vote on the final version. The Radon guidance will be put into the Technical Handbook and the A/E Design Guide.**
Action Item 03-D-002: D. LaRoche will do a decision tree (flow chart) based on the final version.
- 2) Webpage - Pictures can be uploaded to the website, link to lessons learned database added.
- 3) Metric – **Action Item 02-C-002: Paul Fardig will route metric document to ES for comment and recommendation.** The metric guide is \$30. NIH requires metric on new construction and additions over \$1 million.
- 4) Historic Preservation Act – **Action Item 02-C-003: Dale Mossefin will send out web address of recognized THPOs.**
Action Item 02-C-004: Paul Fardig will check on the authority for Agency Determination (Secretary Thompson) and Delegations of Authority (If in NEPA, is it delegated to Areas?)
- 5) LEEDS Certification – **Action Item 03-D-003: Workgroup formed to review requirements and make recommendations to the HFAC on Sustainability and Green Buildings.**
Members on the workgroup: Kevin Stover, Diane Stewart, ES Seattle and Dallas Representatives, Ken McKensie, Gordon Delchamps, Ray Behel, Phoenix Representative, California Representative.

(6)Emergency Generator Criteria - **Action Item 02-C-006: Form a workgroup to review existing policy and recommend changes.** Workgroup members: Kathy Mercure, Aberdeen Area

Shuresh Shah, ES-Dallas

Jim Crawford, ES-Seattle

Doug Ott, Alaska Area

Gary Ball, California Area

Dennis Barber, Phoenix Area

Health Services Member

(7) Update

D. NEW BUSINESS

(1) Update A/E Guide – **Action Item 02-C-007: Ken Harper distributed 2 handouts to HFAC members. Need comments by October 11, 2002. HFAC will discuss at a later date.**

(2) Election of Area Representative (Vice: D. Ott) – **Action Item 02-C-008: Send nominations to Darrell LaRoche via e-mail with a cc to Jose Cuzme by September 30, 2002.**

E. NEXT MEETING: Conference Call February 5, 2003 at 1200 noon EDT